Practitioners Utilizing INSPECT

PURPOSE
To ensure the protection of patient confidentiality when using the INSPECT System

SCOPE
This policy applies to all health care practitioners that are registered INSPECT accountholders.

STATEMENT OF POLICY
Each healthcare practitioner granted access to INSPECT holds a position of trust and must preserve the security and confidentiality of the INSPECT data he/she uses. INSPECT practitioners must meet specific eligibility requirements and must abide by all applicable Federal and State guidelines including, but not limited to, IC-35-48-7 and The Health Insurance Portability and Accountability Act of 1996 (HIPAA). Misuse of INSPECT data constitutes a criminal offense and may result in the suspension/revocation of a registered accountholders access privileges, or, in some cases, action against the offending accountholder's professional license and / or agent. Registered accountholders wishing to reinstate their INSPECT account access privileges must formally petition the Controlled Substances Advisory Committee.

REFERENCE
IC-35-48-7-11.1

USAGE GUIDELINES
1. *Establishing an INSPECT Account:* Only health practitioners who are licensed to prescribe or dispense controlled substances in the United States may establish an INSPECT account. Once an account is approved for the health practitioner they become registered accountholders, and each registered accountholder is eligible to request an INSPECT Patient Prescription (Rx) History Report via the INSPECT PMP WebCenter.

2. *Certifying an Agent:* Each registered accountholder may certify whomever they choose to serve as their agent for purposes of submitting requests to INSPECT; however, any misuse or illicit activity found to be occurring with an account is the primary responsibility of the registered accountholder. The agent of the registered accountholder may also be subject to civil or criminal liability if they are responsible for any misuse or illicit activities occurring while using the system.

3. *Contents of Report:* An INSPECT Patient Rx History Report provides an overview of a patient's prescription activity over a certain period of time. The information contained in the report is submitted to INSPECT by the dispensing pharmacy within seven (7) days from the date on which the drug was dispensed to the patient. There is often a lag of up to two (2) weeks before the prescription data is available for review on INSPECT. Prescriptions dispensed on an outpatient basis at hospital pharmacies or doctors' offices are only legally required to be reported after January 1st, 2009 for prescriptions of more than a 72-hour supply, and may not be present on any INSPECT Rx History Reports until after that date.

3. *Requesting Report:* Each registered accountholder or their agent may only request reports on patients for whom they are providing treatment or evaluating the need for treatment. This includes patients who have made appointments for an initial office visit or persons who have presented a prescription to a pharmacist. Health Practitioners may not request a report on office/pharmacy staff, prospective employees, or anyone else for whom there is no medical chart/record available on-site for review at the practitioner's office/pharmacy location.

4. *Limited Use of Report:* The INSPECT Patient Rx History Report must be used only for purposes of making medical treatment decisions. Users should always take steps to verify that the information contained in the report is accurate. The report should be one factor in a comprehensive assessment of a patient.

5. *Sharing Report:* The information contained in the INSPECT Patient Rx History Report is privileged medical treatment information and must not be discussed with anyone who is not involved in the direct provision of medical treatment for the patient. Each registered accountholder may contact the other health providers on the INSPECT Patient Rx History Report to discuss the care of a mutual patient. If another provider wishes to have a copy of the INSPECT Patient Rx History Report, they should establish an account and submit a request for their own copy of the report. The INSPECT Patient Rx History Report, or the contents of the report, should never be faxed, mailed, emailed or otherwise disseminated. Practitioners must also not provide a copy of the INSPECT report to the patient. On matters related to the sharing of an INSPECT Patient Rx History Report with law enforcement, please consult with the appropriate professional association or attorney for additional guidance.

6. *Storing Report:* If the INSPECT Patient Rx History Report is stored along with a patient's other medical records, it must be clearly marked "Do Not Copy." It should never be included when sending a patient's medical records to another health provider.

7. *Role of INSPECT Staff:* Each registered accountholder or non-accountholder will not receive confidential prescription information from the INSPECT staff over the phone. Each registered accountholder or non-accountholder should not expect the INSPECT Staff to serve in a liaison role between themselves and law enforcement.